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SEP 12 1956

MEMORANDUM FOR: Deputy Director (Plans)

SUBJECT: Report of Overtime Worked and Leave Taken -
Vouchered Employees - 25 March through 30 June 1956

Document No. 076
<input type="checkbox"/> No Change in Class.
<input type="checkbox"/> Reclassified
Class. Changed to: TS S P 1989
Next Review Date:
Auth: 1 JUN 1979
Date: By: 011

1. Attached are the following:

- a. Table of overtime worked and leave taken 25 March through 30 June 1956. (Similar to those forwarded to you for prior periods.) (Tab A)
- b. Chart reporting Agency personnel compared with overtime worked and leave taken during subject period. (Tab B)
- c. Similar chart for Plans Area. (Tab C)
- d. IBM run for your immediate office for same period. (Tab D)

Similar information has been furnished to each of the senior staffs and area divisions in the Plans Group.

2. Total hours of overtime in the Plans Area for the period of this report average 56,292 and represent a decrease of 3,970 hours from the previous quarter. During the period of this report, the average employment of the Plans Area was 2,726.1 compared with an average employment of 2,669.2 for the previous period. The cost of overtime for this period amounted to \$187,320 as compared to \$193,078 for the period 1 January through 24 March, or a decrease of \$5,758.

3. In view of fund limitations, it continues to be a matter of great importance to review carefully all authorizations for the use of overtime.

(signed) H. Gates Lloyd

H. GATES LLOYD
Acting Deputy Director
(Support)

Attachments
BD/COMP/CNM/HDM/caj (5 September 1956)

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